Stewardship Contracting Information Database
Version 2
Editing Existing Project Information

In order to edit existing project information, you need to be in the project. Now I've taken the project that we just entered and I filled out the rest of the fields for it. It also changed the status to Approved. Now what I'm going to do is go into that NTC Test project that we have there. And again in order to edit any document in SCID, any of the pages, you need to have this button up here that says Edit.

There are couple of other things I'd like to talk about before I get to that. Again, you'll see that the Project Name, State Director Approval Date, those are the ones now that we're on Approved status the required fields have changed from what they were before. But you can also see that Fiscal Year is underlined and NEPA is underlined. Most of the fields are underlined and when you have an underlined field if you just click on the field name, bring this down here, expand it out a little bit, these are the online help screens that are in SCID. If a field is underlined there is an online help screen for you that describes what's supposed to be put in that particular field and the status. It kind of gives you some definitions of that kind of stuff. So if you have a question about what's supposed to go in a field and it's underlined, just click on that and it'll give you the online help screen.

Going through -- and like I said we're going to be editing now, and so to edit a document you have to have this button up here and you click on it and it takes a little bit but then you'll see a bunch of boxes come up. These are the actual data entry fields that we've got. Say we want to change Fiscal Year. So it was actually '09 project instead of an '08. So you just go and change it. But if you wanted to continue on you'd click Save and Close and go from there.

One of the things I'd like to do now is just to briefly go through each of the fields, talk about what's supposed to go in them. This'll be quick. The Project Name is entered as obviously the project name. The State Director Approval Date, and if you go into the help screen definition for that you'll see that this is the date the state director actually signs the forms that initiate the project. That's what the State Director Approval Date is. If the project was an early one that was approved by the ASLM, then you put the date the ASLM signed it, but most of the projects we've got now are State Director Approval.

The Fiscal Year, that's the fiscal year that's intended for the project to be initiated in. You may have a State Director, as we show here, of 1/15/08. That would be a fiscal year '08 date. But it's actually a fiscal year '09 project. That's when it's planned to be implemented. So you want to put fiscal year '09 in there. The State Office, the District Field Office is pretty obvious. NEPA Complete is just a quick "Yes" or "No." The Project Acres is the overall acres for the project itself. The Cover Type is just a quick, is it forest, woodlands, or range? Just to give us a general idea. The Project Duration is the number of years that we plan to take to

complete the project. Some of the projects as you know, Stewardship Contracting, can go up to 10 years. You just put the number of years that you anticipate the project to take. Under the National Fire Plan field you can choose whether it's hazardous field reduction, wild land urban interface or non-NFP. If it's just going to say NFP Forestry. Project that doesn't involve fuel schools or it's just "None of the Above Apply." The Primary Goal you've got a drop-down of several things to choose from, and the Secondary Goal has got the same drop down list. You have a drop down of treatments to be used selected for which your primary treatments are, and what treatments to be done. You've got your Estimated Service Cost or your General Location is just a geographic description of where you're at. This particularly one said 75. I spelled miles wrong, but I can edit that if I just click it -- St. George. Again the Primary Product that's being disposed of in the contract, the Value of the Product, the Estimated Product Value. On the FFS Project Code -- each of the stewardship projects is supposed to be the guidance for stewardship contract requires that each project have a code. And this is where that is inserted. You can also put the NFPORS numbers and the BPS number. In SCID 2.0 we put a narrative box in the bottom of that just in case you want to put some other general information about the project just to get some information on that.

We've gone through and made the edits in this and that so now we want to save and close that data we just entered. Now we want to go into Create and Edit a Contract.